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MEETING MINUTES

November 16, 2006

A meeting of the Statewide Interoperability Executive Council (SIEC) was held on this date at Gowen Field, Boise, Idaho. Chair Lockwood called the meeting to order. Attendees and guests introduced themselves. There was a full quorum present.

Members Present:

- Chair, R. Mark Lockwood, Idaho Chiefs of Police Association
- Vice Chair, Bruce Allcott, Idaho Fire Chiefs Association
- Bill Bishop, Idaho Bureau of Homeland Security
- Bob Burke, Idaho Dept. of Lands
- Michael Candelaria, United States Dept. of Interior
- Dan Charboneau, Idaho State Police
- Dia Gainor, Idaho Dept. of Health & Welfare
- Jerry Goetz, Federal Law Enforcement
- Dean Hagerman for Art Keen, Idaho National Guard
- Greg Laragan, Idaho Transportation Dept.
- Shawn Larsen, Association of Idaho Cities
- Douglas C. Melvin, U.S. Dept. of Homeland Security Transportation Security Administration
- Lorin Nielsen, Idaho Sheriffs Association
- Joe Roche, Idaho Dept. of Administration
- Gregory Schwartz, Idaho Dept. of Corrections
- Chris Wright for Jon Heggen, Idaho Dept. of Fish and Game

Staff:

- Dodie Collier, Project Manager, SIEC
- Sandy Harris, Administrative Assistant, SIEC

Others Present:

- Ann Cronin, Idaho Emergency Communications Commission
- Kit Eldredge, M/A-Com
- Jackie Frey, Idaho Emergency Managers Association (IEMA) President
- Todd Herrera, Canyon County Sheriff Office, IEMA Vice President
- Matt Howarth, Motorola
- Brian Jordan, Kootenai County 911
- Mike Key, Idaho State Police
- Scot Maring, Idaho Dept. of Administration
- Greg Newberry, White Cloud Communications

- Kirby Ortiz, Gem State Communications
- Stan Passey, Idaho State Police
- Les Shadduck, Ada County Sheriff Office

Review & Approve Minutes—Chair Lockwood

There were no corrections to the September meeting minutes.

MOTION: Nielsen made a motion to approve the minutes of the October 26, 2006, Statewide Interoperability Executive Council meeting as printed, seconded by Laragan. The motion passed by a unanimous vote.

Update Bylaws—Chair Lockwood

Copies of a document combining the bylaws with the legislative language that put the SIEC into statute were included in each member's packets. The document was shown on screen and the members worked together to make corrections, modifications and suggestions. It was suggested that after the modifications are incorporated into the document it be reviewed by a Deputy Attorney General to make sure that it conforms to Open Meeting Laws and the Ethics in Government Act. The document will be discussed further and voted on at a future SIEC meeting.

SIEC Funding Subcommittee Report—Doug Melvin, Chair

Doug Melvin reported that he has had some good discussions regarding funding opportunities for the Council in last several weeks. He is working closely with the congressional delegation. The Winter World Special Olympics Games will be held in Idaho in 2009. It is a very high profile event internationally as well as domestically that may be leveraged for funding. Melvin will give a detailed report on funding streams and amounts, and anticipates the Council voting on his plan in the December meeting. Bishop will set up meeting with Governor elect Otter, Chair Lockwood, Melvin, and Collier to discuss the SIEC, statewide interoperable communications and funding.

Charboneau proposed an outreach opportunity to showcase the Idaho State Police command vehicle. He offered to have the vehicle used at different locations through out the state for media events to not only demonstrate the capabilities of the command vehicle but to highlight radio interoperability needs across the state. The Council supported the proposal.

SIEC Technical Subcommittee Report—Bruce Allcott, Chair

Allcott reported that the Technical Subcommittee reviewed Bingham County's Plan. There was some necessary information missing from the original document that had since been obtained. Allcott discussed the Bingham County Plan with the Council and stated that it met the established criteria set by the Subcommittee. The SIRCOM Plan had been submitted and will be discussed at the December SIEC meeting.

Allcott and Collier met with Mark Little with the Division of Purchasing (DOP) to review the details in the RFP for the needs assessment. Allcott cautioned Council members that since the needs assessment is in the RFP process, all questions from vendors should be funneled through State Purchasing Manager Mark Little at the DOP.

Governance Model Development—Chair Lockwood

Chair Lockwood recommended that he work with staff to develop a draft of the governance document that will be brought back the Council for further discussion. It was suggested that the plan include immediate and long term sustainability. Through further discussion it was decided that the draft be forwarded to the Policy Subcommittee to review prior to discussion with the full Council.

Other business - Open Comment Period

Allcott asked if the Council had a position on the FCC's proposal to reallocate 30 MHz of 700 MHz spectrum for public safety communications. A brief discussion followed.

Jackie Frey, President of the Idaho Emergency Managers Association (IEMA), asked if County Emergency Coordinators could work on the SIEC subcommittees. Travel expenses for emergency coordinators to attend subcommittee meetings were discussed. Bishop stated that IEMA support would be of great benefit to the Council and that grant planning money can be used to pay expenses for them to participate. Language addressing ad hoc members working on subcommittees will be included in the revision of the bylaws, once that is complete the Council will address adding new members.

Planning for the next meeting—Chair Lockwood

The next SIEC meeting will be held on Thursday, December 14, 2006.

Adjournment—Chair Lockwood

**MOTION: Nielsen made a motion to adjourn, seconded by Charboneau.
The motion passed by a unanimous vote.**